

House District _____

Senate District _____

**THE TWENTY- FOURTH LEGISLATURE
HAWAII STATE LEGISLATURE
APPLICATION FOR GRANTS & SUBSIDIES
CHAPTER 42F, HAWAII REVISED STATUTES**

Log No: 247-0

For Legislature's Use Only

Type of Grant or Subsidy Request:

GRANT REQUEST - OPERATING

GRANT REQUEST - CAPITAL

SUBSIDY REQUEST

"Grant" means an award of state funds by the legislature, by an appropriation to a specified recipient, to support the activities of the recipient and permit the community to benefit from those activities.

"Subsidy" means an award of state funds by the legislature, by an appropriation to a recipient specified in the appropriation, to reduce the costs incurred by the organization or individual in providing a service available to some or all members of the public.

"Recipient" means any organization or person receiving a grant or subsidy.

STATE DEPARTMENT OR AGENCY RELATED TO THIS REQUEST (LEAVE BLANK IF UNKNOWN): _____

STATE PROGRAM I.D. NO. (LEAVE BLANK IF UNKNOWN): _____

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:
Women Helping Women
Dbas:

Street Address: 1935 Main Street, Suite 202
Wailuku, HI 96793

Mailing Address: same

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name STACEY MONIZ

Title Executive Director

Phone # 808-242-6600

Fax # 808-249-8147

e-mail director@whwmaui.net

3. TYPE OF BUSINESS ENTITY:

- NON PROFIT CORPORATION
- FOR PROFIT CORPORATION
- LIMITED LIABILITY COMPANY
- SOLE PROPRIETORSHIP/INDIVIDUAL

4. FEDERAL TAX ID #: _____

5. STATE TAX ID #: _____

6. SSN (IF AN INDIVIDUAL): _____

7. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

OPERATING EXPENSES FOR THE WEST MAUI DOMESTIC VIOLENCE ADVOCACY

(Maximum 300 Characters)

8. FISCAL YEARS AND AMOUNT OF STATE FUNDS REQUESTED:

FY 2008-2009 \$ 50,000 AND \$50,000

9. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

- NEW SERVICE (PRESENTLY DOES NOT EXIST)
- EXISTING SERVICE (PRESENTLY IN OPERATION)

SPECIFY THE AMOUNT BY SOURCES OF FUNDS AVAILABLE AT THE TIME OF THIS REQUEST:

STATE \$ _____

FEDERAL \$ _____

COUNTY \$ 10,000

PRIVATE/OTHER \$2000 MAUI UNITED WAY

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

AUTHORIZED SIGNATURE

STACEY MONIZ, EXECUTIVE DIRECTOR
NAME & TITLE

1/28/08
DATE SIGNED

Application for Grants and Subsidies

I. Background and Summary

From its start in 1977 as a grassroots effort to provide assistance and support for women victims of domestic violence, *Women Helping Women* has steadily grown to become an established non-profit agency that provides a comprehensive continuum of services to over 600 women and their children on Maui and on Lanai each year.

In 1981, Women Helping Women developed and opened Hale Lokomaika'i, Maui's only emergency shelter facility for women victims of domestic violence and their children. Women Helping Women provides a continuum of supportive services and programs to help ensure that all victims of domestic violence on Maui have access to assistance and support that is appropriate to their individual needs. As domestic violence has escalated on Maui, the number of women served by WHW has increased substantially and in recent years the emergency shelter has consistently operated at full capacity.

Throughout its 30-year history, Women Helping Women has expanded its organizational capacity to support a variety of programs, projects and activities focused on direct intervention, advocacy, education and prevention. Today, Women Helping Women supports a staff of over 25 dedicated professionals on Maui and on Lanai with an annual operating budget of \$1 million and is recognized as a statewide leader in domestic violence intervention and prevention. Services include emergency shelter and domestic violence crisis hotline (accessible 24 hours per day), assistance in the preparation of Temporary Restraining Orders (TRO's), advocacy, court accompaniment to TRO hearings, and educational/support groups for battered women and their children. Women Helping Women also provides a Transitions Project for homeless battered women and their children, and the Coordinated Rural Community Response Project.

The mission of Women Helping Women is to end domestic violence through advocacy, education and prevention; and to offer safety, support and empowerment to women and children, victims of domestic violence.

Women Helping Women proposes to maintain the newly created West Maui Domestic Violence Advocacy Center that is already providing essential services to victims of domestic violence who reside on the West Side of Maui. Victims of domestic violence who live in the Lahaina, Napili, Kapalua and other towns on the west side often are unable to travel to central Maui to obtain necessary services like restraining order preparation, individual and group advocacy or referrals to other important services available to them. The West Maui Advocacy Center provides a location to provide these services and to allow other domestic violence service providers to meet with victims on the West Side of Maui. Each day we are open in this center, we are making a difference for women and children victimized by domestic violence who would not be able to obtain services if it required traveling to central Maui.

Women Helping Women also proposes to expand our office hours from half-time to full-time by matching these funds with some County of Maui funds and other private funding so our West Maui center can be open full-time.

This request is for \$50,000.

II. Service Summary and Outcomes

Currently, Women Helping Women offers a wide range of comprehensive services to victims and survivors of domestic violence. Services include 24 hour crisis hotline available to both Maui and Lanai residents; safe, emergency shelter for battered women and their children; individual and group advocacy for victims of domestic violence and their children, both in the shelter and in the community; assistance with Temporary Restraining Orders (TRO); full services for youth and children exposed to domestic violence; Transitions Program for

homeless formerly battered women; Rural program that has helped remote communities such as East and West Maui and Lanai develop their own responses to domestic violence in their communities, and has sparked the need for a West Maui DV Advocacy Center. A full detailed description of the services provided by Women Helping Women on Maui and on Lanai can be made available, however, is not included to keep this request concise. This request is asking for funding for our existing programs as well as the creation of the West Maui Advocacy Center.

Agency goals and objectives are as follows:

GOAL #1: To provide support to victims of domestic violence in Maui County by providing safe emergency shelter and support services for women and their children fleeing actual or potential domestic violence on Maui and Lana'i.

- Objective #1: To provide 4,500 bed nights of service by June 30, 2008.
- Objective #2: To provide individual services to 120 adults by June 30, 2008.
- Objective #3: To provide individual services to 100 children by June 30, 2008.
- Objective #4: To receive/answer 2000 hotline calls that involve a crisis by June 30, 2008.
- Objective #5: To receive/answer 9,000 hotline calls that are requests for information and referrals by June 30, 2008.
- Objective #6: To provide 300 hours of group service sessions by June 30, 2008.
- Objective #7: To provide group services to 175 recipients by June 30, 2008.
- Objective #8: To provide 1800 hours of individual services to adults and children by June 30, 2008.
- Objective #9: To provide 200 trips (transportation) to victims by June 30, 2008.
- Objective #10: To assist 450 individuals with filing new Temporary Restraining Orders by June 30, 2008, 20 of whom will be West Maui residents, assisted at the West Maui Advocacy Center.
- Objective #11: 25 volunteers will assist with shelter programs by June 30, 2008.
- Objective #12: Volunteers will provide 1500 hours of assistance with shelter programs by June 30, 2008.

GOAL #2: To prevent or decrease occurrence of domestic violence; and to create a more supportive community for victims of domestic violence where domestic violence is not accepted nor tolerated by providing community education and training presentations.

- Objective #1: To actively seek community education opportunities and present to fifteen community service organizations, private businesses, or public/private schools by June 30, 2008.
- Objective #2: To actively seek domestic violence training opportunities and present to a combination of eight non-profit social service organizations, the Maui Police Department, and/or State or County departments such as DHS, CWS/CPS, the Office on Aging, etc. by June 30, 2008.
- Objective #3: To present domestic violence training and information to 500 people by June 30, 2008.

Projected numbers for goals and objectives are based on an assumption of full funding for shelter program from all revenue sources.

- Measurable Outcome #1: 95% of households (single adults and families) will have developed a safety plan.
- Measurable Outcome #2: 85% of women leaving the shelter will report an increased sense of safety since staying at the shelter
- Measurable Outcome #3: 60% of families moving from shelter will move into a new independent situation, stay with friends or relatives, or be admitted to another agency's program
- Measurable Outcome #4: 20% of households will engage in follow-up services after leaving the shelter.
- Measurable Outcome #5: 85% of TRO clients will file their paperwork successfully
- Measurable Outcome #6: 60% of persons attending presentation/training will report that information was new and/or useful.
- Measurable Outcome #7: 80% of West Maui clients will report that having the West Maui DV Advocacy Center enabled them to obtain services and add to their safety.

Women Helping Women has a reputation for outstanding fiscal and programmatic monitoring. WHW is consistently in compliance with all grant requirements, reporting and fiscal obligations. We place a high priority on maintaining our successful track record with our funders and our constituents.

To ensure program quality, quarterly statistics are reviewed by the Program Coordinator or Deputy Director, then entered into a database and reviewed again by the Administrative Services Manager, and finally by the Executive Director. Regular leadership meetings are held to review trends and patterns within the programs. Sharing information across programs helps the agency adapt to emerging needs and provide the most comprehensive services.

WHW requests written and verbal comments from program participants. Each shelter resident completes a form before leaving the shelter or completing one of WHW's community-based programs. The evaluation form includes questions about the services provided and requests comments. The evaluation forms are reviewed and incorporated into on-going planning sessions (twice-monthly staff meetings and periodic strategic planning sessions). The Board of Directors and staff of Women Helping Women use the results of planning sessions and measurable outcomes to evaluate projects and services and to institute changes to better serve our clients and the community.

Women Helping Women monitors and evaluates all of its programs regularly and frequently. During fiscal year 2006-07, WHW provided shelter to 132 women and 128 children (a total of 6,827 bed days), and provided 12 domestic violence presentations in the community. During this same time period, 2615 crisis calls and 12,459 information calls were answered on the 24-hour domestic violence hotline.

All Women Helping Women staff are subject to annual personnel evaluation upon completion of an initial six-month introductory period. Program staff are evaluated by either the Deputy Director or Program Coordinator and administrative staff by the Executive Director.

Support groups are monitored and evaluated to ensure that participants gain knowledge and grow personally as a result of their participation in the group. A pre-test is given at intake. At completion of group, she is given a post-test to assess whether she has an increased knowledge of domestic violence and increased awareness of her safety.

The true qualitative outcomes are seen in the life changes made by the women in our programs and their children. Many women attempt and succeed at goals that were once only dreams. Women realize they possess qualities they never knew they had. In written statements given at the time they leave, women describe their achievements and realizations of themselves. "I felt that this Shelter was a safe place to "de-program" myself from an unhealthy

relationship . . . it was a place for me to heal, and I was not rushed or judged.” “I gained self-esteem here and the confidence to move on with my life.” “I have learned to remove myself from situations that aren’t safe for me and my children. I have learned to care enough about myself to do that.” “This Shelter was a refuge for me. The staff and other residents were very supportive of me.”

III. Financial

Funding request is to fund the West Maui Domestic Violence Advocacy Center and support programs for victims of domestic violence on the West Side of Maui. Women Helping Women will request additional funding from the County of Maui and Maui United Way to help support additional costs for more hours of operation in the center, which currently operates only 20 hours per week.

Please see attached budget worksheet.

Anticipated quarterly funding requirements for fiscal year 2008-2009:

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$12,500	\$12,500	\$12,500	\$12,500	\$50,000

IV. Experience and Capability

a. Necessary Skills and Experience

January 1, 2008 marked the beginning of Women Helping Women’s THIRTY FIRST year of services to ensure the safety, support, and empowerment of Maui County’s women and children who are battered and abused. Women Helping Women has a powerful history of providing outstanding services to victims of domestic violence in Maui County.

Women Helping Women has 30 years of proven ability to provide vital services to battered women and their children. WHW is the only agency on the island designed to provide the full range of services to victims of domestic violence from the 24 hour hotline call, to safe, emergency shelter, to individual and group advocacy, transportation, children’s program, assistance in obtaining a Temporary Restraining Order (TRO), accompaniment to court hearings, through assistance after the emergency with our Transitions Project. WHW is the agency that provides a true continuum of services for victims of domestic violence.

The West Maui DV Advocacy Center has already provided the community with a safe haven where victims of domestic violence have come to receive advocacy, assistance with restraining orders and connections to other vital services. The community of Lahaina has embraced this center and has worked hard to ensure that the victims who come to the center have everything they need, including a closet full of donations of professional clothing, canned goods, toys for the children, and cash assistance for women who need support with their rent or need security deposits. Women Helping Women could not operate this center without the ongoing generosity of spirit that flows from the people on Maui’s west side.

The entire agency is involved in evaluating and re-framing services to reflect current research and feedback from program participants. Women Helping Women works to continually improve its programs and services through internal and external program and financial monitoring and planning. WHW is committed to providing quality, innovative, and effective programs.

WHW staff are specially trained as to the specific needs of victims of domestic violence, have an excellent working knowledge of the resources available in the Maui community, and are constant advocates for victims of domestic violence. WHW has been providing the 24-hour domestic violence hotline since 1977 and the only domestic violence shelter since 1981.

Women Helping Women stays ahead and in tune with the field of domestic violence victims’ programs by participating in many state and national activities. WHW has been a

long-standing partner in the Hawaii State Coalition Against Domestic Violence (HSCADV) and currently has four active seats at the table, where many larger organizations have only one representative at the table. WHW believes all programs are served better with more participation at the state level. Through the HSCADV, agency leaders have access to information on best practices, training opportunities, legislative issues, and new and innovative practices within the state of Hawaii. WHW then has four ways of bringing this valuable information back to the agency, better impacting all programs within the organization.

On a national level, Women Helping Women's Executive Director was named to the board of directors of the National Coalition Against Domestic Violence (NCADV) where her presence at the table means information on national initiatives, best practices, information on training opportunities and important legislative work being done at the national level. Conversely, the benefit to Maui is increased with national exposure for the work being done here. (For example, testimony from WHW's Executive Director was included in the NCADV testimony supporting the reauthorization of VAWA under the title, "VAWA's Impact in Hawaii." This was an opportunity to have the work being done in Hawaii seen in Washington, DC, and have national legislators hear the work being done in Hawaii.)

Women Helping Women has a long standing record of success, based on positive results of the participants in our programs. WHW has been fiscally and programmatically responsible for all of our contractual obligations with funders.

Financial Monitoring:

Annual Financial Audit for fiscal year ended June 30, 2007

George Barr

Certified Public Accountant

George Barr

Phone: 661-5353

Annual Financial Audit for fiscal year ended June 30, 2002 to fiscal year ended June 30, 2006.

Deborah Daniells & Associates

Certified Public Accountants

Deborah Daniells

Phone: 986-0737

FAX: 986-0298

Annual Financial Audit for fiscal year ended June 30, 2001 (FEDERAL AUDIT)

James and Levin, LLC

Certified Public Accountants

A. Kent James

Phone: 244-2030

FAX: 244-1616

Program/Services Monitoring: (Please note that any contract number – if applicable – will be included in the following – for the past five years only.)

1. State of Hawaii, Department of Human Services: Domestic Violence Shelter and Support Services #DHS-00-POS-8408
7/1/1999 to 6/30/2003
Colleen Leonardo Phone: 808-586-5669 Fax: 808-586-5700
Annual on-site monitoring is required by contract; monthly utilization monitoring by report; quarterly financial and program monitoring by report.
2. State of Hawaii, Department of the Attorney General: Coordinated Rural Community Response Project, Phase 2 (transferred from contract with HSCADV to direct contract with AG office) Contract # 99-WR-S-3
5/1/02 to 10/30/03

- Nancy Raiston Phone: 808-586-1157 Fax: 808-586-1373
Semi-annual on-site monitoring; monthly and quarterly financial monitoring by report.
3. State of Hawaii, Department of Human Services: Domestic Violence Shelter and Support Services #DHS-00-POS-8408
7/1/2003 to 6/30/2009
Suzanne Hull Phone: 808-586-5669 Fax: 808-586-5700
Annual on-site monitoring is required by contract; monthly utilization monitoring by report; quarterly financial and program monitoring by report.
4. State of Hawaii, Department of Business, Economic Development, and Tourism, Housing and Community Development Corporation of Hawaii: Transitions Project # HI08B10-0002
7/1/2002 to 6/30/2005
Sandy Miyoshi Phone: 808-832-5930 Fax: 808-832-5932
Semi-annual on-site monitoring; monthly and quarterly financial monitoring by report.
5. State of Hawaii, Department of the Judiciary: Domestic Violence Victim Services, 2nd Circuit, Family Court #J04-027
7/1/2003 to 6/30/2007
Kim Cuadro Phone: 244-2729 Fax: 244-2870
Quarterly financial and program monitoring by report.
6. County of Maui, Department of Housing and Human Concerns: Community Partnership Grant #G1400 7/1/2002 to 6/30/2003
Wendy Stebbins Phone: 270-7805 Fax: 243-7829
Semi-annual on-site monitoring; quarterly financial and program monitoring by report.
7. Maui United Way: Basic Needs/Emergency Assistance/Domestic Violence Services
7/1/2002 to 6/30/2003
Pamela Tumpap Phone: 244-8787 Fax: 244-8958
Quarterly financial and program monitoring by report; annual site visit before funding.
8. County of Maui, Department of the Prosecuting Attorney: Victim/Witness Services (VOCA) 10/1/2002 to 9/30/2003
Lena Lorenzo Phone: 243-7695 Fax: 243-7927
Quarterly financial and program monitoring by report.
9. Federal Emergency Management Agency:
7/1/2002 to 6/30/2003
Tom Taylor (Salvation Army) Phone: 871-6270 Fax: N/A
10. HUD – Housing and Community Development Corporation of Hawaii – Emergency Shelter Grant # S-02-DC-0001 7/1/02 to 6/30/03
Sandy Miyoshi Phone: 808-832-5930 Fax: 808-832-5932
Semi-annual on-site monitoring; monthly and quarterly financial monitoring by report.
11. County of Maui, Department of Housing and Human Concerns: Community Partnership Grant #G1646
7/1/2003 to 6/30/2004

- Wendy Stebbins Phone: 270-7805 Fax: 243-7829
Semi-annual on-site monitoring; quarterly financial and program monitoring by report.
12. Maui United Way: Basic Needs/Emergency Assistance/Domestic Violence Services
7/1/2003 to 6/30/2004
Pamela Tumpap Phone: 244-8787 Fax: 244-8958
Quarterly financial and program monitoring by report; annual site visit before funding.
13. County of Maui, Department of the Prosecuting Attorney: Victim/Witness Services
(VOCA)
10/1/2003 to 9/30/2004
Lena Lorenzo Phone: 243-7695 Fax: 243-7927
Quarterly financial and program monitoring by report.
14. State of Hawaii, Department of the Attorney General: Coordinated Rural Community
Response Project, (CRCRP) Phase 3
Contract # 1999-WR-VX-0060
11/1/03 to 10/31/05
Nancy Ralston Phone: 808-586-1157 Fax: 808-586-1373
Semi-annual on-site monitoring; monthly and quarterly financial monitoring by report.
15. Federal Emergency Management Agency:
7/1/2003 to 6/30/2004
Pamela Tumpap, Maui United Way Phone: 244-8787 Fax: 244-8958
16. HUD – Housing and Community Development Corporation of Hawaii – Emergency
Shelter Grant # S-03-DC-0001 7/1/03 to 6/30/04
Sandy Miyoshi Phone: 808-832-5930 Fax: 808-832-5932
Semi-annual on-site monitoring; monthly and quarterly financial monitoring by report.
17. County of Maui, Department of Housing and Human Concerns: Line Item Funding
FY 2005, FY 2006, FY 2007
Sue Fukushima Phone: 270-7805 Fax: 243-7829
Semi-annual on-site monitoring; quarterly financial and program monitoring by
report.
18. Maui United Way: Basic Needs/Emergency Assistance/Domestic Violence Services
7/1/2004 to 6/30/2005
Pamela Tumpap Phone: 244-8787 Fax: 244-8958
Quarterly financial and program monitoring by report; annual site visit before funding.
19. County of Maui, Department of the Prosecuting Attorney: Victim/Witness Services
(VOCA)
10/1/2004 to 9/30/2005
Lena Lorenzo Phone: 243-7695 Fax: 243-7927
Quarterly financial and program monitoring by report.
20. Federal Emergency Management Agency:
7/1/2004 to 6/30/2005
Pamela Tumpap, Maui United Way Phone: 244-8787 Fax: 244-8958

21. HUD – Housing and Community Development Corporation of Hawaii – Transitions
HI08-B80-001
7/1/05 to 6/30/06
Sandy Miyoshi Phone: 808-832-5930 Fax: 808-832-5932
Semi-annual on-site monitoring; monthly and quarterly financial monitoring by report.
22. Maui United Way: Basic Needs/Emergency Assistance/Domestic Violence Services
7/1/2005 to 6/30/2006
Pamela Tumpap Phone: 244-8787 Fax: 244-8958
Semi-Annual financial and program monitoring by report; annual site visit before funding.
23. County of Maui, Department of the Prosecuting Attorney: Victim/Witness Services (VOCA)
10/1/2005 to 9/30/2006
Lena Lorenzo Phone: 243-7695 Fax: 243-7927
Quarterly financial and program monitoring by report.
24. Federal Emergency Management Agency:
7/1/2005 to 6/30/2006
Pamela Tumpap, Maui United Way Phone: 244-8787 Fax: 244-8958
25. HUD – Housing and Community Development Corporation of Hawaii – Emergency Shelter Grant # S-04-DC-0001 7/1/05 to 6/30/06
Sandy Miyoshi Phone: 808-832-5930 Fax: 808-832-5932
Semi-annual on-site monitoring; monthly and quarterly financial monitoring by report.
26. State of Hawaii, Department of the Attorney General - Violence Against Women Act #04-WF-02
11/1/05 to 10/31/06 and FY 2007/08
Kathleen Mitchell Phone: 808-586-1389
Semi-Annual program and financial monitoring; site visit.
27. State of Hawaii, Department of Human Services, Grant in Aid Funding FY 2006 and 2007
West Maui Domestic Violence Advocacy Center
Contractual through the Department of Human Services
Suzanne Hull Phone: 808-586-5669 Fax: 808-586-5700
Annual on-site monitoring is required by contract; monthly utilization monitoring by report; quarterly financial and program monitoring by report.

b. Facilities

Women Helping Women facilities include four separate offices/buildings: our emergency shelter building located in a confidential location on Maui; our administrative and TRO offices in Wailuku; and our West Maui Domestic Violence Advocacy Center and our advocacy office located on the island of Lanai. All locations are completely ADA compliant and accessible.

In 1997, Women Helping Women completed an extensive renovation to the Hale Lokomaika'i shelter. Steps have been taken to ensure that the facility provides safety for

residents and staff. The security surrounding the shelter will be upgraded, and currently includes an alarm system that is set every night by the Night Advocate and can be set at other times as needed. Security lighting has been installed in the parking lot and around the perimeter of the shelter. Women Helping Women purchased walkie talkies to share with a neighbor agency to help provide additional security in case of a threat to the shelter or residents where, after calling the police, we may call on their staff for assistance.

This request is to fund existing services at the West Maui Domestic Violence Advocacy Center (WMDVAC). The West Maui DV Task Force was able to secure a location in Lahaina, has painted, re-carpeted, installed a security system and made the office space very comfortable for serving victims. Each day we are open in this center, we are making a difference for women and children victimized by domestic violence who would not be able to obtain services if it required traveling to central Maui.

Necessary facilities include office space for meetings with victims to provide individual and group advocacy, with services including, but not limited to, restraining order preparation, referrals to other services, assistance with obtaining financial assistance through TANF or other means, meetings with police, prosecutors, victim/witness counselors, sex assault counselors and other necessary services.

V. Personnel: Project Organization and Staffing

a. Proposed Staffing, Staff Qualifications, Supervision and Training

Staffing Pattern:

Hale Lokomaika`i shelter is staffed 24 hours per day. There is always at least one paid staff person present. Either the Deputy Director or the Executive Director is "on-call" at all times. Shelter staffing includes 2 full time Case Managers, Evening Advocates, Night Advocates, House Maintenance and Operations Manager (MOM), Hotline Advocates, Youth Program Coordinator, Youth Advocate, and Deputy Director who oversees the entire shelter operation.

Other agency staff includes Executive Director, Financial Manager, Administrative Services Manager, TRO Program Coordinator and TRO Advocates, Transitions Program Coordinator and Advocate, group facilitators, Rural Advocates and Lanai Victims Advocate.

Currently, the position is a half-time TRO Advocate to staff the West Maui DV Advocacy Center and also coordinate the West Maui Domestic Violence Task Force. We hope to expand to include an additional half-time advocate to ensure that our office remains open Monday through Friday, 8 a.m. to 4 p.m.

Women Helping Women has a commitment to hiring qualified individuals who are diversely skilled in many areas, including substance abuse, child development, women's issues, welfare reform, 12-step recovery programs, and health issues.

Minimum Requirements: High school diploma or GED. At least two years of work experience as a women's advocate or equivalent work experience in the domestic violence field or related work experience. Employees in the Children's Program will additionally have experience and training working with children, knowledge of the effects of domestic violence on children, and knowledge of child development. All staff must demonstrate good interpersonal skills and ability to communicate effectively, both verbally and in writing with people from diverse backgrounds. Must possess a valid driver's license and have access to an insured vehicle.

All shelter employees and volunteers must successfully pass both a CPS Central Registry check and a criminal history/fingerprint check.

Women Helping Women maintains job descriptions with education/experience qualifications for all volunteer positions. Any volunteer who performs a duty usually

performed by a paid staff member must meet the minimum education/experience qualifications for that duty.

All Women Helping Women staff participate regularly in various trainings pertaining to domestic violence and their specific positions. Women Helping Women also regularly receives new information and training from its connections to and collaborations with the Coalition to End Abuse, Hawai'i State Coalition Against Domestic Violence, the National Coalition Against Domestic Violence, and other related agencies and organizations in order to stay current on issues that may affect the services provided by our agency.

Women Helping Women considers the development and training of staff and Board of Directors to be essential to the continued provision of quality, cost-effective, and consistent service to our program participants. WHW places a high priority on training and staff development. Staff and Board development/training reduces employee turnover, raises morale, and ensures that services are being provided using the most current information available in the areas of domestic violence, fiscal management, labor laws, Board responsibilities, etc.

All staff are required to obtain a minimum of 25 hours of domestic violence specific training immediately after hire. WHW recognizes that there are specific areas of training in regards to providing domestic violence services that are not commonly learned prior to working in the field of domestic violence, so special care is taken to educate new staff as to the specific issues and dynamics associated with working with victims of domestic violence. As a member of the Hawaii State Coalition Against Domestic Violence, we are able to access a new training program being provided by the Coalition throughout the state.

Complete Staff Development Plan available upon request.

b. Organization Chart

Please see attached Agency-Wide Organizational Chart.

VI. Other

a. Litigation

Women Helping Women has no outstanding litigation.

b. Licensure or Accreditation

Not applicable.

BUDGET REQUEST
(Period: July 1, 2007 to June 30, 2008)

Applicant/Provider: Women Helping Women

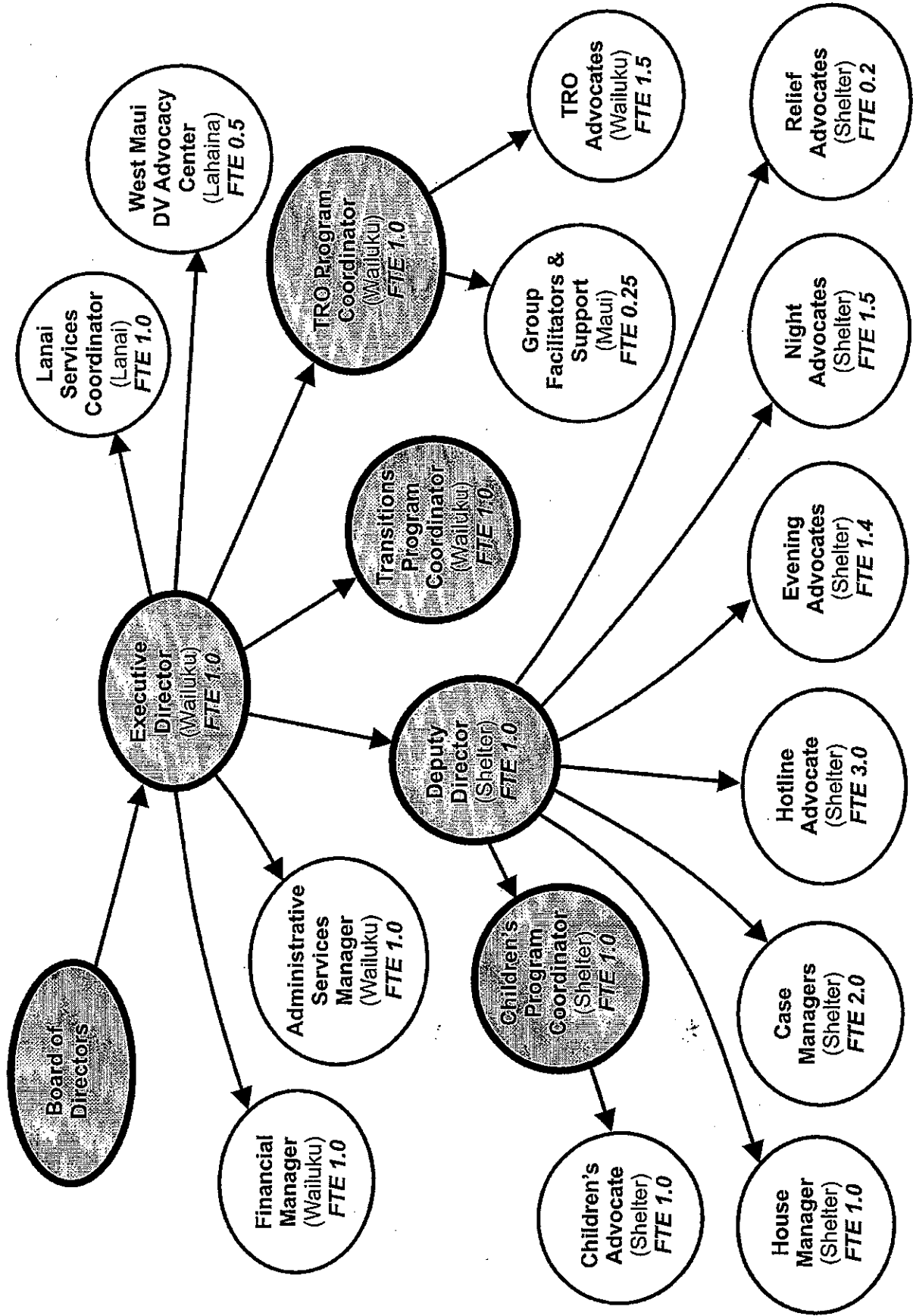
BUDGET CATEGORIES	Total State Funds Requested (a)	(b)	(c)	(d)
A. PERSONNEL COST				
1. Salaries	27,247			
2. Payroll Taxes & Assessments	3,793			
3. Fringe Benefits	3,960			
TOTAL PERSONNEL COST	35,000			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	0			
2. Insurance	857			
3. Lease/Rental of Equipment	883			
4. Lease/Rental of Space	10,800			
5. Staff Training	0			
6. Supplies	600			
7. Telecommunication	1,020			
8. Utilities	840			
9. Mileage	0			
10. Audit Services	0			
11. Postage, Freight & Delivery	0			
12. Publication & Printing	0			
13. Repair & Maintenance	0			
14. Food	0			
TOTAL OTHER CURRENT EXPENSES	15,000			
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
TOTAL (A+B+C+D)	50,000			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	50,000	Stacey Moniz, Executive Director 808-242-6600 Name (Please type or print) Phone		
(b)		[Redacted Signature] 1/28/08 Signature of Authorized Official Date		
(c)		Stacey Moniz, Executive Director Name and Title (Please type or print)		
(d)				
TOTAL REVENUE	50,000	For State Agency Use Only		
		Signature of Reviewer Date		

Total FTE: 20.35

WOMEN HELPING WOMEN

AGENCY-WIDE ORGANIZATIONAL CHART

2007/01/29



**DECLARATION STATEMENT
APPLICANTS FOR GRANTS AND SUBSIDIES
CHAPTER 42F, HAWAII REVISIED STATUTES**

The undersigned authorized representative of the applicant acknowledges that said applicant meets and will comply with all of the following standards for the award of grants and subsidies pursuant to section 42F-103, Hawai'i Revised Statutes:

- (1) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant or subsidy is awarded;
- (2) Comply with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
- (3) Agree not to use state funds for entertainment or lobbying activities; and
- (4) Allow the state agency to which funds for the grant or subsidy were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and assuring the proper expenditure of the grant or subsidy.

In addition, a grant or subsidy may be made to an organization only if the organization:

- (1) Is incorporated under the laws of the State; and
- (2) Has bylaws or policies that describe the manner in which the activities or services for which a grant or subsidy is awarded shall be conducted or provided.

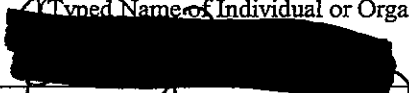
Further, a grant or subsidy may be awarded to a non-profit organization only if the organization:

- (1) Has been determined and designated to be a non-profit organization by the Internal Revenue Service; and
- (2) Has a governing board whose members have no material conflict of interest and serve without compensation.

Further, the undersigned authorized representative certifies that this statement is true and correct to the best of the applicant's knowledge.

Women Helping Women

(Typed Name of Individual or Organization)


(Signature)

4/28/08

(Date)

Stacey Moniz

(Typed Name)

Executive Director

(Title)



January 27, 2008

Senate Committee on Ways and Means
Hawaii State Capitol, Room 210
415 South Beretania Street
Honolulu, HI 96813
ATTN: Aaron Nyuha

Aloha:

Enclosed please find Women Helping Women's application for Grant in Aid for FY 2008-2009 to support the West Maui Domestic Violence Advocacy Center.

Please feel free to contact me at (808)242-6600 ext. 20 or via email at director@whwmaui.net should you have any questions or need more information.

Peace be the journey.


Stacey Moniz
Executive Director

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